



SPECIAL EXCEPTION APPLICATION

File Number: _____ (to be filled in by City Staff)

Project Name: _____

Project Address: _____

Description of project: _____

Applicant Name: _____

Applicant Address: _____

Applicant Phone Number: _____ **Fax Number:** _____

Applicant Email: _____

_____ affirms that he is/ she is/ they are the owners/ specifically authorized agent of the property located at: _____

_____ petitions the City of Fayetteville Planning and Zoning Commission to consider a request for a special exception from Section # _____, of the City of Fayetteville Zoning Ordinance to allow _____ in a _____ zoning district.

The applicant tenders herewith the sum of **\$400.00** to cover the expenses of staff administrative review, legal advertising, and public hearings.

☐ **Date Paid:** _____

☐ **Signature of the Applicant:** _____

☐ **Notary Public:** _____

Public hearing is to be held on _____ at 7:00 p.m. at City Hall located at: 240 South Glynn Street, Fayetteville, GA 30214

Staff Signature: _____

Date: _____

P&Z Work Session: _____

P&Z Voting Meeting: _____

Date to be advertised: _____

- ◆ *Applications will not be considered complete until all items have been supplied. Incomplete applications will NOT be placed on the Planning & Zoning Commission agenda and will be returned to the applicant.*
- ◆ *All items must be reviewed and approved by Staff & must be in compliance with current City Ordinances.*
- ◆ *The City shall have five business days in order check applications for completeness.*

APPLICATION/CHECKLIST

All items must be submitted by 12:00 noon on the day of the deadline. Return this APPLICATION/CHECKLIST with submittal. Incomplete submittals will not be reviewed.

- ☒ **Eight (8) black line copies of the development site plan and elevations for departmental review.** To include:
 - Vicinity map showing project location, north arrow, graphic scale & date
 - Property boundary lines, with bearings & distances
 - Existing roads, streets, highways, & respective r-o-w widths on or adjacent to property
 - Existing drainage ditches, canals, water courses, and drainage easements on or adjacent to the property
 - Existing buildings, structures, and facilities on development property and adjacent property
 - All existing utility lines on or adjacent to the property
 - Adjacent property land uses, zoning and property owner names
- ☒ **Ten (10) 11"x 17" copies of the site plan & elevations for Commission review.**
- ☒ TIFF of JPEG file of site plan & elevations
- ☒ Narrative describing nature & scope of project
- ☐ Wetlands boundary determination & certification (USACofE)
- ☐ Topographic Survey, drainage plan and stormwater runoff calculations
- ☐ Grading & utility plan, including:
 - Final design & layout of underground electric, telephone, gas & cable TV utility lines
- ☐ Soil erosion & sediment control plan, including:
 - Detail sheets for soil erosion & sediment control facilities, Storm water management facilities and utility profiles
- ☒ Stormwater Management Plan, showing downstream impact & final disposition of water(Stormwater Management plans shall meet the requirements of Ordinance O-30-02, Stormwater Quality Ordinance, adopted June 20, 2002.)
- ☒ Tree Protection Plan (TPP) including:
 - Tree survey & identified trees requested for removal
 - Tree protection zones and proposed tree protection methods
 - Tree planting & replacement plan
 - Name, registration & contact info for responsible professional
- ☐ Lighting Plan, conforming to the provisions of Sec. 94-322
- ☐ Existing & proposed fire hydrant locations
- ☒ Proposed access to existing roads, circulation routes, parking space layout & dimensions
- ☒ Proposed setbacks, buffers, open spaces areas & landscaped areas
- ☐ Final water supply & sewage disposal plans
- ☐ Letters of capability & commitment to serve water, sewer, electric, telephone, & cable TV from the affected agencies
- ☐ DNR permits & approvals
- ☐ DOT encroachment permit
- ☐ Fire safety standards approval by Fire Official
- ☐ Mainstreet Director's certification of compliance (for projects within Mainstreet District)
- ☐ Other applicable agency permits or approvals listed below:

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